

# RECORD OF PROCEEDINGS

0081

Minutes of

Meeting

## REGULAR MEETING

DAYTON LEGAL BLANK, INC. FORM NO. 13148

JUNE 16, 2008

Held

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The Atwater Township Trustees held their regular meeting on June 18, 2008 at 7:00pm at the Atwater Town Hall located at 1219 St Rte 183 Atwater, Ohio 44201.

### ATTENDING

Those attending the meeting were Cindy Werab, James Conley, Danny Derreberry, Rebecca Bennett, Melvin Russell, Don DeCrane, Maxine Knapp, Don Knapp, Deb Guizak, James Donovan, Kevin Bennett, Martha Bevard, Naomi Wise, Jackie Kovacich, Tom Nellis, Linda Whittlesey, Bob Bane, Beckie Whittlesey, John Kovacich, Marie Dollison, Duane Bowker, and Bernice Wesche.

### CALL TO ORDER

Chairman Derreberry called the meeting to order at 7:00pm. Roll call Cindy yes, Jim yes, Danny yes.

### MINUTES

Motion by James Conley to approve the minutes of the previous meeting as written. Second by Cindy Werab. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

### FIRE DEPARTMENT

Don DeCrane presented the board with purchase order requests for the Fire Department.

Motion by Cindy Werab to reimburse Don DeCrane \$61.50 for mileage. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to pay K&S professional auto repair for repairs done on truck #1111 for \$337.31. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to pay Portage County Hazmat team \$180.00 for ITS gas calibration for the year 2008. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to proceed with Lang heating and cooling to give an estimate for repairs. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to approve the purchase of oil and filters from Heastands Auto Parts for #1111, 1112, 1113, 1114 & 1118 not exceed \$1000.00. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to approve the purchase of a small and medium splint from EMP for \$151.00. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to reimburse the Fire fighters association for mulch for \$29.88. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

Motion by Cindy Werab to pay Portage County Hazmat team for 2008 support based on a .21 per capita total amount being \$603.75. Second by James Conley. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

### PERSONNEL POLICY

Chairman Derreberry stated he wanted to bring attention to the personnel policy that was passed by the board in 2005. It covers various things, Road dept, Fire dept, Purchasing, and other procedures as well. There are minutes from a previous meeting to support this. We are going to use this policy for the road department until a new one can be drafted. There are copies available here this evening if anyone would like to review it.

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## CEMETERY REPORT

Cindy Werab stated she has nothing to report at this time. Rebecca Bennett asked the trustees to sign cemetery deeds at that time.

Cindy Werab stated there are some things on this personnel policy I don't agree with. It states, employees shall be granted 7 sick days per year after one year service and it is the trustees right to delete sick time without notice. I do not feel comfortable with that. Danny Derreberry asked does that reflect what we have been doing. Cindy answered they have been allowed to accumulate and carryover from year to year. Danny stated this is something that was obviously done in 2005. It would not take much to amend the policy. This policy needs to be used because of the problems that we currently have with personnel. Cindy stated we also do not want this description of maintenance technician to apply to employees. Dan stated it is in place right now so it's really not something that we could unless we wanted to amend. It has already been voted on and passed by a previous board. Jim Conley stated it was read out loud before it was adopted in 2005.

## REPLACEMENT LEVY

## RESOLUTION 5-2008

Cindy Werab moved the adoption of the following resolution:

Whereas, the amount of taxes that may be raised within the 10 no limitation will be insufficient to provide an attic wit amount of necessary requirements of the Atwater Township, portage County, Ohio and

Whereas, there currently is a Levy in excess of the 10 mill limitation for the benefit of the Atwater Township for the purpose of fire protection as provided by Ohio revised code section 505.93; 5705.91(I); and

Whereas, this Levy will expire at the end of 2008 tax year and it is necessary to adopt a replacement Levy; and

Whereas, Ohio revised code section 5705 .192 authorizes the board of Township trustees to replace an existing Levy;

Resolved, that the Atwater Township Board of Trustees, Portage County, Ohio, all of the members duly appointed concurring that it is necessary to replace said tax levy and access of the 10 mill limitation for the benefit of the Township; and be it further,

Resolved, that the Atwater Township board of trustees shall certify the following language Board of elections, Portage County, Ohio for replacement on the ballot:

A replacement of a tax for the benefit of the Township of Atwater for the purpose of providing and maintaining fire apparatus, appliances, buildings, or sites therefore, or sources of water supply and materials therefore, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of permanent, part-time, or volunteer firefighters or firefighting companies to operate the same, including the payment of the firefighter employer contributions required under 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provisions of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company at a rate not exceeding TWO and NINE-TENTHS (2.9) mill for each dollar of valuation, which amounts

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to twenty nine cents (\$.29) for each hundred dollars of valuation, for five years, commencing in 2009, first do in calendar year 2010.

Resolved, that the replacement of the tax is to be placed upon the tax list for the tax year's 2009, 2010, 2011, 2012, 2013; and be it further,

Resolved, that the Levy be placed upon the tax list of the tax year commencing in 2009, first do in calendar year 2010 in compliance with Ohio revised code section 5705 .34, after the February settlement next succeeding the election, if a majority of the electors voting thereon vote in favor therefore; and be it further

Resolved, that the question of such tax levy shall be submitted to the electors of Atwater Township at the election to be held therein on November 4, 2008; and be it further

Resolved, that the fiscal officer is hereby directed to certify a copy of the resolution to the County Auditor and Board of elections, Portage County, Ohio. The Board of trustees hereby request that the county auditors certify to this Board of Trustees the total current tax valuation of the Atwater Township and the dollar amount of revenue that would be generated by the tax levy if approved by electors.

James Conley seconded the motion, and the roll was called on the question of its adoption. Cindy Werab yes, James Conley yes, Danny Derreberry yes. Resolution adopted.

## ROAD DEPARTMENT

James Conley read a list of needed purchases for the road department prepared by Tim Whittlesey. 25 tons of 304, case of 10W30 oil, case of Greece, filter for the tractor, oil and filter for the 1 ton, 2 quarts of parts cleaning fluid, oxygen for the torch, tube of silicone, and two w1-2r curb signs.

Motion by James Conley to approve the purchase of the listed items. Second by Danny Derreberry. Roll call Cindy yes, Jim yes, Danny yes. Motion carries.

## REPAIR WORK

Chairman Derreberry discussed the repair work to be done at the fire department. While inspecting the needed repair, it was also discovered, that the paint failed to hold up. We spoke to a representative of Sherman Williams and had them inspect it for themselves. They verbally committed to give us the needed paint at half price.

I also spoke with the prosecutor's office; they are currently working on a document for bid purposes only, for the repair of the hose tower. I asked them if it was okay if we went back to the original architect of that project for the repair or if we had to bid it out as well. He said no, because we had already bid this out for the original construction. I already spoke with Anthony Luketic, who was the one to do the original design for that project. We also want stated in this bid package for non-interruption of service to the fire department, a due date, they will have to be insured and bonded. This will be a typical but detailed bid contract for this project. I hope to have this ready in two to three weeks to begin the bidding process.

Motion by James Conley to hire Anthony Luketic to design the repair work for the fire department \$1200. Second by Danny Derreberry. Roll call Cindy abstain, Jim yes, Danny yes. Motion carried.

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Rebecca Bennett stated, the fax/copy machine needs to be replaced. I went to Staples to look for a replacement, and found a Brother brand or the amount of \$437.

Motion by James Conley to purchase the equipment.

Motion died for lack of second.

After a discussion pertaining to all-in-one copiers pertaining to brands following action was taken by the board.

Motion by James Conley to purchase an all-in-one copier not to exceed \$550. Second by Danny Derreberry. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

## BILL PAY

Motion by James Conley to pay the bills as written. Second by Cindy Werab. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

I, Rebecca Bennett, fiscal officer to hereby certify there are ample funds to pay the bills as written.

27341	06/14/2008	AT&T		105.34
27342	06/14/2008	WHITES FARM SUPPLY		63.64
27343	06/14/2008	TIME WARNER CABLE		79.95
27344	06/14/2008	AT&T		258.56
27345	06/14/2008	METRO DISPOSAL, LLC-CANTON		164.38
27346	06/14/2008	RECORD PUBLISHING COMPANY		39.60
27347	06/14/2008	MARLBORO SUPPLY		408.70
27348	06/14/2008	RAVENNA OIL COMPANY		1,190.20
27349	06/14/2008	R & R SANITATION		400.00
27350	06/14/2008	CENTRAL ALLIED ENTERPRISES, INC.		2,900.00
27351	06/14/2008	OHIO EDISON COMPANY		779.92
27352	06/14/2008	DANNY DERREBERRY	- DERREBERRY	366.97
27353	06/14/2008	REBECCA LYNNE BENNETT	- RBENNETT	578.05
27354	06/15/2008	DAVID L. ALLREDGE	- DALLDRIDGE	718.46
27355	06/15/2008	DONALD J. DECRANE	- DDECRANE	429.74 *
27356	06/15/2008	JOSEPH L. CORBIN	- JCORBIN	400.96
27357	06/15/2008	TIMOTHY LYNN WHITTLESEY	- TIMOTHY	1,038.86
27358	06/15/2008	DONALD J. DECRANE	- DDECRANE	429.74
				\$9923.33

Motion by James Conley to go back into regular session. Second by Cindy Werab. Roll call Cindy yes, Jim yes, Danny yes. Motion carried.

## NEW BUSINESS

Cindy Werab stated Portage County regional planning has been discussing for the past couple months the fees throughout county. They have been meeting with the commissioners find a happy medium as far as dues are concerned. They have come up with an agreement they hope all Township support. They have projected the dues for Atwater Township for next year will increase by \$533.79 that is based on our estimated population 2008 just 3037 people. The board has discussed in the past the need for a zoning to use regional planning more often, our zoning books more up to date and accurate.

Motion by Cindy Werab to support the increase for regional planning. Second by Danny Derreberry. Roll call Cindy yes, Jim abstain, Danny yes. Motion carried.

Cindy then stated anyone had any questions, our county commissioner, Chuck Keiper has his phone line and door open for anyone that would like to discuss funding with regional planning. Marie Dollison asked, what does regional planning have to do with Atwater. Cindy replied as individuals there that I would consider experts in the area that they deal with developers, conserving farmlands, and also helped townships revise zoning books they look out for the best interest to people in the community to develop or not develop depending on what that Township chooses to do.

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After further discussion, Cindy clarified our zoning commission may go to regional planning or assistance, they give their opinion, then it comes back to our commission for voting. They are there to help us by giving their knowledge.

Bernice Wesche asked about the previous zoning issues. Bob Bane replied I have contacted the owner of the property; they are working with their insurance company. She will probably have the trailer removed then clean up what is there.

Martha Bevard requested a chart of account numbers for the township. Rebecca Bennett asked if she meant the fund line item numbers. Martha explained she wanted to know what checks are being paid out of which accounts, and would it be possible to have them listed here (indicating the minutes) Rebecca answered they don't generate in that format. Cindy Werab replied you're just asking for the description like, general account, 1000, like that. You can get that. Rebecca stated you can get that, they are on the warrants. But not in the payment report. Cindy it's in the cash journal.

Jim Conley stated the IssueII paperwork is costing about \$25 every time she sends another batch of paperwork in, so it should be about \$75 for filling out the paperwork.

Naomi Wise asked about the Medical Insurance she had stated that she asked before for the break down of what is spent. Rebecca Bennett stated she did not know she asked about it. Here is a packet from Medical Mutual now. This is a renewal packet; our rates will go up in August. We will need either to make changes or pay the increase. Our current premium is \$3530.06; our renewal premium will be \$4302.63 that is a 21.89% increase. This will be effective 8-1-08. This something the board will have to look into and decide upon. We can change our policy or pay the increase. Naomi wanted to know what is spent on each employee. Rebecca answered the first employee, Dave Alldredge, his monthly rate is \$760.68 the renewal will be \$927.92. Barbra Conley, current rate \$1306.68, renewal is \$1594.10. James Conley current rate \$495.69, renewal rate \$601.09. Tim Whittlesey current rate \$967.01 renewal rate is \$1107.92. She then asked for a copy of it. Dan answered yes, we can make you a copy of it.

Beckie Whittlesey asked about the IssueII paperwork, is that \$75.00 for Becky Carter? Jim answered yes. That's the total thing. She gets \$25 per hour to do the paperwork. Beckie stated I thought she got \$20 per hour. Jim stated he said \$20 or \$25, I wasn't sure at that time. Cindy stated we didn't have an exact amount at that time, I remember not voting.

Martha then stated do you have the account numbers. Cindy replied yes, I will make a copy of it for you.

Duane Bowker asked the board if anyone brought up the matter of Pit-bull dogs in the township. The board replied no. I have two next door to me, they have charged my kids and they have charged my animals. Cindy asked if he had contacted the Dog Warden. He replied yes, for the last three years. They just put the law back in the books in November, You have to carry \$100,000.00 insurance for each dog, and they have to be chained. Cindy asked what the dog has done about it. Duane stated he has issued a citation, they did not have licenses or insurance for their dogs, they have 30 days. Cindy stated the Dog Warden is the authority in the county to charge them in any way, even if we were to pass something, we do not have the authority or police agency in this township to take any action, so this needs to be handled by the Dog Warden. I understand your concern, but we do not have the authority to enforce the adoption of a policy.

Motion by James Conley to adjourn. Second by Danny Derreberry. Roll call Cindy yes, Jim yes, Danny yes. Motion carried. (8:20pm)

  


  
